

Joint Archives Board

Date: Wednesday, 1 July 2026
Time: 2.00 pm
Venue: A link to the meeting can be found on the front page of the agenda.

Members (Quorum: 2)

Richard Biggs, Laura Beddow, Lesley Dedman, Scott Florek, Marion Le Poidevin, and Andy Martin

Chief Executive: Catherine Howe, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic & Governance Services Meeting Contact 01305 224926 - Louis.wicks@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda. If you would like to attend this meeting and have any specific requirements please contact the Democratic Services Officer named above.

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Agenda

Item	Pages
1. APPOINTMENT OF CHAIR	
To appoint a Chair for the Joint Archives Board – In accordance with the procedure rules set out in Article 11 Other Arrangements.pdf of the Dorset Council Constitution, Cllr Andy Martin will be appointed as Chair of the Joint Archives Board until May 2028.	
2. APPOINTMENT OF VICE-CHAIR	
To appoint a Vice-Chair of the Joint Archives Board.	
3. APOLOGIES	
To receive any apologies for absence.	
4. DECLARATIONS OF INTEREST	

To disclose any pecuniary, other registrable or non-registrable interest as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

5. MINUTES

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To confirm the minutes of the last meeting.

6. PUBLIC PARTICIPATION

Representatives of town or parish councils and members of the public who live, work, or represent an organisation within the Dorset Council area are welcome to submit either 1 question or 1 statement for each meeting. You are welcome to attend the meeting in person or via MS Teams to read out your question and to receive the response. If you submit a statement for the committee this will be circulated to all members of the committee in advance of the meeting as a supplement to the agenda and appended to the minutes for the formal record but will not be read out at the meeting. **The first 8 questions and the first 8 statements received from members of the public or organisations for each meeting will be accepted on a first come first served basis in accordance with the deadline set out below.**

Further information read [Public Participation - Dorset Council](#)

All submissions must be emailed in full to louis.wicks@dorsetcouncil.gov.uk by 8.30am on Friday the 26th June 2026.

When submitting your question or statement please note that:

- You can submit 1 question or 1 statement.
- A question may include a short pre-amble to set the context.
- It must be a single question and any sub-divided questions will not be permitted.
- Each question will consist of no more than 450 words, and you will be given up to 3 minutes to present your question.
- When submitting a question please indicate who the question is for (e.g., the name of the committee or Portfolio Holder)
- Include your name, address, and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- Questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.
- All questions, statements and responses will be published in full within the minutes of the meeting.

7. QUESTIONS FROM COUNCILLORS

To receive questions submitted by councillors.

Councillors can submit up to two valid questions at each meeting and sub divided questions count towards this total. Questions and statements received will be published as a supplement to the agenda and all questions, statements and responses will be published in full within the minutes of the meeting.

The submissions must be emailed in full to louis.wicks@dorsetcouncil.gov.uk by 08:30am on Friday 26th of June 2026.

[Constitution - Dorset Council](#) – Procedure Rule 13.

8. CAPITAL PROJECT AND UPDATE REPORT

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To receive a report from the Service Manager for Archives and Records.

9. URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

10. EXEMPT BUSINESS

There are no exempt items scheduled for this meeting.